



SOLDOTNA

# Application for a MOBILE VENDOR PERMIT

City of Soldotna  
Economic Development + Planning  
177 N. Birch St.  
Soldotna, AK 99669  
www.soldotna.org  
planning@soldotna.org

APPLICANT	PROPERTY OWNER (IF DIFFERENT)
Name:	Name:
Mailing Address:	Mailing Address:
Phone Number:	Phone Number:
Email:	Email:

RENTAL UNIT INFORMATION
Name of Business:
Type of Unit ( <i>Trailer, Box Truck, etc.</i> ):
Type of Sales ( <i>Circle one</i> ):      Food/Beverage Sales      Other Retail Sales
Plan for waste management ( <i>all waste associated with mobile vending units is required to be collected and removed from the site of operation at the end of each day, per SMC 17.10.380</i> ):

DOCUMENTATION		
<p>Required Attachments:      -\$53 Fee (includes sales tax)           - DEC-Issued Permit (for Mobile Vending Units in food/beverage service only)           - Tax Compliance Certificate from Kenai Peninsula Borough (attached)</p> <p><b>AUTHORITY TO APPLY FOR TEMPORARY USE PERMIT &amp; AGREEMENT WITH OPERATING STANDARDS:</b>            I hereby certify that the information given in this application is true and correct. I certify that I am or I have been authorized to act for the owner of the unit described above and that I apply for a Mobile Vendor Permit in conformance with Title 17 of the Soldotna Municipal Code. I understand that payment of the application fee is nonrefundable and does not ensure approval of this application. I agree to abide by the following standards (from SMC 17.10.380) during the operation of the Mobile Vending Unit:</p> <table border="0"> <tr> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. Be registered to collect sales tax with KP&amp;B;</li> <li>2. Have obtained permission of property owner(s);</li> <li>3. Not reduce available parking on developed lots below the quantity required for existing permitted uses;</li> <li>4. Not create hazardous traffic patterns for vehicles or pedestrians;</li> <li>5. Not diminish the ability to conduct business, through excessive noise, odor, or other occurrence, to the detriment of neighboring uses;</li> <li>6. Not operate in public right-of-way without specific authorization;</li> </ol> </td> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>7. Only operate in non-residential zoning districts;</li> <li>8. Not be out of operation or closed for business more than five consecutive days, without the removal of the Mobile Vending Unit from its location of operation or business;</li> <li>9. Be in accordance with the regulations found in Chapter 15.08, Soldotna's Sign Code;</li> <li>10. Post in a conspicuous place, able to be observed by the general public, both 1) the permit issued from the Alaska Department of Environmental Health/DEC (for Mobile Vending Units involved in food/beverage sales) and 2) the Mobile Vendor Permit issued by the City of Soldotna.</li> </ol> </td> </tr> </table>	<ol style="list-style-type: none"> <li>1. Be registered to collect sales tax with KP&amp;B;</li> <li>2. Have obtained permission of property owner(s);</li> <li>3. Not reduce available parking on developed lots below the quantity required for existing permitted uses;</li> <li>4. Not create hazardous traffic patterns for vehicles or pedestrians;</li> <li>5. Not diminish the ability to conduct business, through excessive noise, odor, or other occurrence, to the detriment of neighboring uses;</li> <li>6. Not operate in public right-of-way without specific authorization;</li> </ol>	<ol style="list-style-type: none"> <li>7. Only operate in non-residential zoning districts;</li> <li>8. Not be out of operation or closed for business more than five consecutive days, without the removal of the Mobile Vending Unit from its location of operation or business;</li> <li>9. Be in accordance with the regulations found in Chapter 15.08, Soldotna's Sign Code;</li> <li>10. Post in a conspicuous place, able to be observed by the general public, both 1) the permit issued from the Alaska Department of Environmental Health/DEC (for Mobile Vending Units involved in food/beverage sales) and 2) the Mobile Vendor Permit issued by the City of Soldotna.</li> </ol>
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Date	Signature

Accepted by:	Date:	Fee: \$53 (inc. tax)	Rec'd?	Yes	No
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SOLDOTNA

# Sales Tax Compliance Certification

**City of Soldotna  
Planning Department  
177 N. Birch Street  
Soldotna, AK 99669  
907-262-9107  
www.soldotna.org  
planning@soldotna.org**

Please complete and return this form to the City of Soldotna Planning Department.  
We will contact the Kenai Peninsula Borough Sales Tax department for certification.

Business Name: \_\_\_\_\_

Business Type:  Corporation  Partnership  Sole Proprietorship/Individual

Owner(s) Name(s): \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

As a business or individual, have you ever conducted business within the Kenai Peninsula Borough?  YES  NO

Soldotna Municipal Code of Ordinances (per Ordinance No. 534) requires that businesses or individuals wishing to obtain any building permit, site plan approval, conditional use permit, or zoning variance be in compliance with the Borough Sales Tax provisions.

I, \_\_\_\_\_ the \_\_\_\_\_  
(Signature) (Business Title)

hereby certify that, to the best of my knowledge, the above information is correct. \_\_\_\_\_  
(Date)

### TO BE COMPLETED BY BOROUGH PERSONNEL

I hereby certify that the above-named business or individual(s) are, to the extent ascertainable, found to be:

In compliance with all Borough sales tax provisions

Not in compliance with all Borough sales tax provisions.

\_\_\_\_\_  
(Signature Required)  
Kenai Peninsula Borough Finance Department

\_\_\_\_\_  
(Date)